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## REGISTRATION FOR ADMISSION

To be completed by those with parental responsibility for the child.  
Please type your details into the relevant boxes and save the completed document as a PDF file. Either email your completed application to the Admissions Department: [admissions@westbuckland.com](mailto:admissions@westbuckland.com) or post to: Admissions, West Buckland School, Barnstaple, Devon EX32 0SX.

All applications are subject to an £85.00 non-refundable Registration fee, please see payment options on page 5.

### 1. Child's Details

Surname of child: _____	Boy <input type="checkbox"/>	Girl <input type="checkbox"/>
First name(s): _____	Country of birth: _____	
Middle name(s): _____	Date of birth: _____	
Preferred name: _____	Proposed date of entry: _____	
Current school year: _____	Applying to year: _____	
Nationality: _____	Religion: _____	
Is English your child's first language?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If not, please state his/her first language: _____		
_____		
Academic house affiliation if applicable: _____		
_____		

Day Pupil ☐ Full Boarder ☐ Weekly Boarder ☐

**For a child whose nationality is non-European:** The School is currently a registered Child/Student visa sponsor (via the Home Office's UK Visas and Immigration (UKVI unit).

☐ Please tick this box if you may require the School to sponsor your child for visa/immigration purposes.

*(Details of the Child/Student Visa sponsorship arrangements will be sent to everyone who ticks this box. Providing this information does not guarantee that the School will sponsor your child or that the School is somehow obliged to. The School reserves full discretion over any decision whether to sponsor your child.)*

British National Overseas (BNO), please tick this box if your child will enter the UK on a BNO passport. You will need to apply for a BNO passport at least 12 weeks prior to course start date.

## 2. Family Details

Pupil's home address: \_\_\_\_\_  
\_\_\_\_\_

Parent 1 details: Title: \_\_\_\_\_ First name(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Address: *(if different from above)* \_\_\_\_\_  
\_\_\_\_\_

Occupation: \_\_\_\_\_ Nationality: \_\_\_\_\_

Telephone (work): \_\_\_\_\_ Telephone (home): \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Parent 2 details: Title: \_\_\_\_\_ First name(s): \_\_\_\_\_

Surname: \_\_\_\_\_

Address: *(if different from above)* \_\_\_\_\_  
\_\_\_\_\_

Occupation: \_\_\_\_\_ Nationality: \_\_\_\_\_

Telephone (work): \_\_\_\_\_ Telephone (home): \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

## 3. Interview Details

To arrange a Teams interview with our Head of EAL please confirm the following:

Email address: \_\_\_\_\_

Contact telephone no: \_\_\_\_\_

#### 4. Who has Parental Responsibility?

Parental responsibility is defined in the Children Act 1989 as “all rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his or her property”. It equals to legal responsibility for the child. If you have any doubts about whether you do or do not have a parental responsibility for the child, you may wish to seek legal advice.

Both parents ☐      Parent 1 ☐      Parent 2 ☐      Legal Guardian ☐      Other ☐

*If Legal Guardian or Other, please supply full details:*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone (work): \_\_\_\_\_ Telephone (home): \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

#### 5. Family Connections

Do any siblings or family members currently attend West Buckland School?

Name: \_\_\_\_\_ Current school year: \_\_\_\_\_

Name: \_\_\_\_\_ Current school year: \_\_\_\_\_

Name: \_\_\_\_\_ Current school year: \_\_\_\_\_

Family member(s) previously at West Buckland School? Please include Academic House affiliation if applicable or known:

Name: \_\_\_\_\_

#### 6. School History

Present school with dates of attendance: \_\_\_\_\_

Name of Head: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Previous school(s) with dates of attendance: \_\_\_\_\_

\_\_\_\_\_

## 7. Confidential Information Regarding Special Education Needs and Health Concerns

All information received in this section will be treated in confidence.

Are there any circumstances or conditions relating to your child of which the School should be aware?

Please tick as appropriate:

- |   |   |
|---|---|
| <input type="checkbox"/> ADHD                                 | <input type="checkbox"/> Allergies (please specify on the following page) |
| <input type="checkbox"/> Autism Spectrum Disorder             | <input type="checkbox"/> Dyslexia   |
| <input type="checkbox"/> Developmental Co-ordination Disorder | <input type="checkbox"/> Dietary Requirements                             |
| <input type="checkbox"/> Visual Impairment                    | <input type="checkbox"/> Hearing Impairment                               |
| <input type="checkbox"/> Physical Impairment                  | <input type="checkbox"/> Social, Emotional or Mental Health difficulty    |
| <input type="checkbox"/> Other                                |   |

Please give information on any support that your child may have been offered at any stage of their schooling, including outside of school. Please supply a copy of any educational support programme details, medical diagnosis such as hearing or eyesight, or previous assessments.

Knowing about the previous use of targeted interventions helps the school to plan for appropriate personalised learning and pastoral care. Please give as much detail as possible.

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(Please enclose the most recent Education Psychologist's report, if you have one. Please also send us any relevant medical, special needs or other educational reports you may have).

***I/We understand that, after registration, offer of a place and our acceptance of the offer of a place at West Buckland School; a health, behavioural or educational matter arises, information on which we have not submitted to West Buckland School at point of Registration, it is at the Headmaster's discretion that he may request us to withdraw our child.***

Signature of Parent 1: \_\_\_\_\_ Date: \_\_\_\_\_

Name printed: \_\_\_\_\_

Signature of Parent 2: \_\_\_\_\_ Date: \_\_\_\_\_

Name printed: \_\_\_\_\_

Signature of Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Name printed: \_\_\_\_\_

## Registration and Administration Fee £85.00

Please note that the Registration and Administration Fee is non-refundable.

Payment can be made by clicking on the following link:

<https://westbuckland.com/pay-admissions>

### Enclosures with completed Registration Form

- |   |  |
|---|--|
| <input type="checkbox"/> Registration Fee of £85.00     | <input type="checkbox"/> Ed Psych. Reports                           |
| <input type="checkbox"/> School Reports                 | <input type="checkbox"/> Colour Copy of the Child's Current Passport |
| <input type="checkbox"/> Handwritten Personal Statement | <input type="checkbox"/> Colour Copies of the Parents' Passports     |

We (as the holders of parental responsibility for the aforementioned child) request that the name of the above-named child be registered as a prospective pupil of the School **AND** we confirm payment has been made for the **non-refundable** Registration Fee of £85.00 via the Flywire payment system.

By signing this Registration Form we understand, accept and agree that:

1. registration of our child as a prospective pupil does not secure our child a place at the School but does ensure that our child will be considered for selection as a pupil at the School;
2. if our child is offered a place at the School, such an offer will be subject to the School's terms and conditions for the provision of educational services, which will bind us (as the holders of parental responsibility for him/her) in the event (and from the moment) that we accept the place;
3. in order to comply with our responsibilities as a registered Child/Student sponsor, you consent to us notifying and/or supplying information relating to you and/or your child's right to enter, reside and/or study in the United Kingdom to the United Kingdom Visas and Immigration (UKVI) unit of the Home Office and, in any event, if your child is offered a place at the School, such an offer will be subject to you confirming that your child has the right to enter, live and study in the United Kingdom;
4. if applicable, the School may request from our child's present school or educational institution: (a) information and a reference in respect of our child; and/or (b) information about any outstanding fees and/or supplemental charges;
5. the School may, with reference to one or both of us: (i) undertake a credit check with a credit reference agency; and/or (ii) require you to provide the School's Bursar with a bank reference and/or an up-to-date credit report (including a credit score);
6. the School may process any personal data about us (or either of us) and our child, including sensitive personal data about our child (such as medical details), for the purposes of:
  - (i) administering its list of prospective pupils;
  - (ii) its registration, selection and/or admission procedures.

A copy of the current terms and conditions (known as the School's parent contract) is available for your information upon request at any time, but please note that the version of the parent contract supplied may be subject to change prior to the point in time when a place at the School for your child may be offered.

**Admissions Office +44 (0) 1598 760178**  
**Main Switchboard +44 (0) 1598 760000**

If you have further questions, the Admissions Department will be very happy to assist.

Contact: [admissions@westbuckland.com](mailto:admissions@westbuckland.com)



**WEST BUCKLAND**  
**SCHOOL**